

**Merrimack Parks and Recreation Meeting Minutes**  
**Wednesday, 10.21.15**  
**Merrimack Town Hall, Memorial Conference Room**  
**7:00pm**

Attendees: Chris Christensen, Nick Kropelin, Julie Poole, Christine Lavoie, Michelle Cushman, Jackie Flood, Dan Dwyer – Town Council, Rick Greenier – MYA and Cinda Guagliumi – School Board (arrival 7:16)

Parks and Recreation Director: Matt Casparius

Absent:

Excused: Laura Jaynes, Dan Ricker, Melissa Kowalewski and Maureen Hall – Senior Citizens Club

Public:

Start time: 7:00pm

1 Open Meeting/Introduction

2 Approval of minutes from September 16, 2015

- Dan Dwyer made the motion to accept the September Meeting Minutes
- Christine Lavoie 2<sup>nd</sup> the motion
- 6-0-2 motion passed

3 Old Business

- Recognition of Eagle Project Completion – Ian Finken
  - Completed 7 signs for Wasserman Park
  - Matt Casparius thanked Ian from the whole committee for all efforts regarding this project
  - Chris Christensen also thanked Matt
- Update from the Friends of the Merrimack Dog Park - Matt Casparius and Christine Lavoie
  - Financial Update
    - Received \$622.83 last month in donations
    - Balance is \$52,049.60
  - Review on Final Draft of Park Rules
    - Christine Lavoie presented the 16 dog rules for review
    - Jackie Flood said she noticed that another dog park had similar rules as the rules proposed for Merrimack's Dog Park
    - Chris Christensen asked about the age of 16 that is listed as rule and should it be 18?
      - Christine Lavoie said the age of 16 was proposed due to being able to drive but the Town Council and lawyer(s) as next steps
      - Chris Christensen would like to see only 10 Rules

- Jackie Flood asked if the rules regarding handlers must watch their dog at all times and handlers must remain in same fenced area with their dogs the same and can they be combined?
- Julie Poole commented it was a good list of rules and thanked the sub committee
- Dan Dwyer commented that he will not update the list and thanked the sub committee
- Christine Lavoie made the motion to recommend the rules to Town Council
- Michelle Cushman 2<sup>nd</sup> the motion
- 9-0-0

#### 4 New Business

- Eagle Scout Candidate – Jacob Harper
  - Jacob Harper is from Troop 48 Life Scout
  - Eagle Project proposed is to build a deck at Wasserman Park near archery range that would be 8' by 24'
  - Presented a slide show for his proposal
  - 4 shooters at a time
  - Fundraising ideas include possible pancake breakfast, spaghetti dinner or auction for an approximate cost needed of \$1300
  - Would like to be finished date of November 25<sup>th</sup>
  - Rick Greenier made the motion to recommend the proposed Eagle Project go to Town Council
  - Julie Poole 2<sup>nd</sup> the motion
  - 8-0-0
- Wasserman Park Function Hall Rentals - Matt Casparius
  - Proposed Wasserman Park Function Hall Rentals Draft form and for possible for late fall/early winter
  - Staffed and not hand out keys to rent
  - Alcohol was not previously allowed but if we wanted to add this then recommend a Police detail, Caterer that is bartender certified and liability insurance
  - Jackie Flood asked if the police detail is required or recommended
  - Jackie Flood asked to make having alcohol at Wasserman Park as an agenda item to discuss
  - Cinda Guagliumi agreed that we should comply with current rules
  - Chris Christensen said he wants the Merrimack Resident/Business to get the best deal and then the Merrimack Based Non-Profit
  - Chris Christensen said he would like to see EMS at the events
  - Christine Lavoie said maybe we should explore
  - Cinda Guagliumi asked what the hours would be to rent
  - Matt Casparius said the hours 7am – 11pm

- Matt Casparius also mentioned payment could be in a form of community service at Wasserman Park
- Matt Casparius asked what the cost should be – split into categories or all one flat fee
- Dan Dwyer asked if Matt Casparius could get the actual cost to run the hall for one hour and then what we should charge
- Christine Lavoie mentioned that a second contact should be added to the form
- Christine Lavoie asked how we would track if someone ends up being someone that shouldn't be able to rent again
- Review Draft Policy – Refunds - Matt Casparius
  - Matt Casparius presented with the updates (see Draft Policy Refunds attached)

## 5 Director's Report - Matt Casparius

- Employment Opportunities: Recruiting for Summer Camp Director
  - This position is needed for next camp season
- Wasserman Park Improvement Updates
  - Water line needs repair
- Upcoming Special Events
  - Halloween Party – Friday, October, 23<sup>rd</sup> from 5pm – 8pm
    - Updates on scheduled activities
      - No haunted house due to no sprinkler system in the building
    - Committee volunteers needed
  - Holiday Parade & Tree Lighting – Sunday, December 6<sup>th</sup>
    - Theme: Inside Santa's Workshop
    - Ideas on prizes for best floats – Community, Organization, Business?
      - Michelle Cushman suggested a prize could be free rental at Wasserman Park (for when it's open)
      - Chris Christensen suggested to email any ideas for prizes to Matt Casparius
  - NEW – Holiday House Decorating Contest
    - Need more information regarding this as an idea for next year
    - Jackie Flood mentioned that maybe a map could be made for the houses that participate in this contest
- Summer Concert Series Sponsorships Community Volunteers of the Month
  - Currently \$4000 from tax payers to cover the summer concerts
  - Approximately 150 people attended each concert
  - Drafted a Summer Concert Series Special Event Sponsorship Policy Proposal form to raise more money
  - Julie Poole asked why Wednesday - could be it be Friday night instead to possibly attract more people
  - Chris Christensen suggested that if the concert is business sponsored then maybe that could be on a different night to accommodate the business schedule
  - Julie Poole made the motion to be in support of the sponsorship of summer concert
  - Christine Lavoie 2<sup>nd</sup> the motion
- Volunteers of the Month
  - Matt Casparius New proposal
- Office Move to Town Hall – October 27<sup>th</sup>

- Boat Ramp at Wasserman Park is moving along

#### 6 Organization Reports

- Senior Citizens Club - Maureen Hall - not present
- MYA - Rick Greenier
  - Football, basketball, wrestling, baseball, softball and soccer are active
  - Lacrosse is in registration
- Town Council –Dan Dwyer
  - Budget is coming up
- School Board – Cinda Guagliumi
  - Budget is coming up
  - School Board wrote letter to FECR regarding the proposed Kinder Morgan (NED) Pipe Line because of safety concerns due the proximity to the school property

#### 7 Comments from the Public - was nothing

#### 8 Comments from the Committee - was nothing

- Chris Christensen reminded that the budget process is ongoing and send idea's in
- Chris Christensen said that Megan Murphy is receiving Girl Scout Gold Award on Sunday, November 8<sup>th</sup> at 2pm at St James United Methodist Church
- Dan Dwyer thanked the community on the cleanup effort after the Merrimack Rocks Event

#### 9 Future Meeting Dates

- Wednesday, 11.18.15
- Wednesday, 12.16.15

#### 10 – Adjourn at 8:41pm

- Dan Dwyer made the motion to adjourn at 8:41pm
- Christine Lavoie 2<sup>nd</sup> the motion
- 9-0-0 motion passed

Respectfully submitted,  
Michelle Cushman